

Wilton Water Commission
October 24, 2013 @ 6:30 PM
Town Hall Courtroom DRAFT MINUTES

The Wilton Water Commission held its regular meeting on Thursday October 24 at 6:30 PM in the Town Hall Courtroom. Present were Commissioners Tom Schultz (Chairman, Bill Condra, Frank Edelblut; Water Superintendent Mike Bergeron; Clerk Joanna Eckstrom; Wayne Ives (NH DES); Steve Broadbent and Jeff Provost (Weston & Sampson Engineering); Charlie McGettigan.

Call to order - Mr. Schultz called the meeting to order at 6:30 PM.

Public Input and Comment – none – all present were on agenda

Review of Minutes of September 26th meeting – on a motion by Mr. Edelblut, seconded by Mr. Condra, minutes were approved unanimously with one correction – add Mr. Condra to attendees.

Accounts Receivable - billing issues / abatements, YTD income – there were no billing issues or abatements. Mr. Schultz shared the YTD income report from Jane. Seems to be okay however, Mr. Edelblut was concerned that third billings aren't out yet and not reflected in the report. All agreed that getting meter readings done and bills generated ASAP is a priority.

NH DES – Wayne Ives – was called to discuss the Wilton Water Works Management Plan, WU registration #20065, as he requested in a 9/23/13 letter. He is responsible for The Water Use Plan and Water Conservation Plan, both of which need updating by mid 2014. As long as updating begins reasonably soon, there will be no penalty. Wilton Water Works contact at DES for guidance on rules of switching use from one well to another in times of low water levels at Souhegan River.

WWW also needs to update its Emergency Plan (2009) but another DES rep handles that.

Mike Bergeron will work on water use and water conservation plans shortly and will be in contact with Wayne as needed.

Weston and Sampson Engineers – Steve Broadbent, Jeff Provost – Steve said his company had met with the Sewer department (and Rural Water) to discuss waste-water collection systems and some potential grants for Water (and Sewer) Utility operators. NH DES has two grants for water – A Source Protection Grant, deadline 11/1/13 and an Asset Management Grant, deadline 11/22/13. The Asset Management Grant is directed to water utilities like WWW. State has \$150K set aside to make ten - \$15K fifty/fifty matching grants. WWW share would be in 2014 budget.

Mr. Schultz asked how this mapping differs from the Hydraulic model that commission had done earlier this year. Mike said this is more advanced and has potential for more than just the Water Commission.

Mr. Condra asked if this GIS Mapping could extend to other town departments? Yes – Steve and Jeff said that mapping is built in layers ... only limited by how much info you map.

Steve said that because Milford's waste-water facility is re-permitting and Wilton Sewer must comply with Milford's regs, Wilton Sewer System could also benefit from GIS mapping. W&S Engineering is a vendor for these services. Steve added that if WWW wanted to pursue the grant, his company would work with Mike on the application free of charge to Wilton Water Works.

After Steve and Jeff left, a motion by Mr. Schultz, seconded by Mr. Edelblut, to authorize the Water Superintendent to pursue an Asset Management Grant for GIS Mapping (with guidance from W&S at no charge to WWW) was unanimously approved.

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2014 Budget Planning - Joe Torre, WWW budget liaison attended meeting to present 2014 budget guidelines. All were made clear that the Water Commission is not subject to the Selectmen or Budget Committee but it follows budgeting guidelines as a courtesy. Joe asked that he, Dawn Tuomala, Pam Atwood and Joanna Eckstrom all collaborate and coordinate so that the new budget form (that dawn made for all departments) is the only one to be used. Joe suggested that Mike Bergeron should be part of any budget work sessions as he is most familiar with operations.

A Budget Work Session is planned for Sunday, Nov. 17 at 1:00 PM in the Town Hall Courtroom.

Accounts Payable and YTD expenses - bills were authorized for payment as needed. Pam Atwood had provided a YTD (Sept. 30) P&L – there are some questions on line items. For example, chemicals is higher than should be; Mike said there was price increase on caustic soda and that more equipment repairs were needed so far this year.

Ms. Eckstrom will confirm that YTD through 10/31 is available for work session.

Discuss rates for 2014 (requested by Mr. Condra) – On a motion by Mr. Condra, seconded Mr. Edelblut, discussion on water rates is tabled until December when up to date Income and Expense figures are available. Unanimous

Grant Application status (Mr. Edelblut) Mike Bergeron met with Danielle (Jack Morrehouse's replacement) and grant application (for generator) is looking good. Mr. Edelblut will submit application by the deadline and copy all commissioners.

Backflow Devices- HB510 and RSA 485:11 – requested by WMSA – no representative from WMSA attended. Mr. Edelblut will contact Wade Pelham (DES) to clarify state's opinion / interpretation of RSA 485:11. Fire Chief Ray Dick agrees that a backflow device is required on dry sprinkler systems and that per his conversation with David McBee (WMSA) concurs.

Follow up - water department / public works business relationship Mr. Schultz was reluctant to authorize payment of a bill for work done by an independent contractor for a paving project that was included in DPW paving budget, but DPW didn't advise WWW or Sewer that charge for same would be billed to them. DPW also refused to do the job.

Mr. Schultz said that the Sewer Commissioners would be meeting the Selectmen on Nov. 4 at 6:45 PM to discuss and asked the water commission to join them.

Mr. Condra authorized payment of the bill because Water Commission owns gate boxes, valves etc., but that the commission should have been informed that re-paving was to be done at water commission's expense. Mr. Edelblut believes that the project cost should be absorbed into the organization running the project, if prior authorization has not been obtained. Mr. Edelblut agreed however that the bill should be paid so that the vendor is not left waiting while the internal mechanics are worked out.

Mr. McGettigan said that back in the day, the highway department did this type of job and did not charge any department or commission.

Misters Schultz and Condra did authorize payment of the bill but noted that the expense could be charged back to the highway department later.

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On a motion by Mr. Edelblut, seconded by Mr. Condra, the commissioners unanimously agreed to attend the Selectmen's meeting with the sewer Commissioners to discuss issues related to paving of Maple Street and WWW business relationship with DPW.

Dakota / Pine Valley Update Mr. Bergeron said the project is nearly complete with everything expected to be done within one and a half weeks. The main line will be chlorinated on Friday and bacteria tested on Monday. If everything passes, final wrap-up will be done.

Mike said there is a piece of pipe cut from the field that has historic value; also there is a cross section of pipe (from end of line) that has 'barnicles' ... also interesting.

Water Superintendent Report – (Mike Bergeron)

Seagroves Road has about one more day to complete. Mike said it was a pleasure to work with Ken Rocca; he'd recommend him for future work. Also, Dennis Viens and John Kukulka are pleased with the project.

There is a leak on Tremont Street. He will get sonar from Jay Matusewski; needs digger to do repair. Asked for ok to use outside contractor if highway department declines the job.

Rebecca's Way also has leak.

Hydrant at Label Art will be installed in next few weeks.

Meter reading is a priority ... commissioners do not want to skip a billing period. Suggestion made to get outside help, Jim McGettigan? Motion by Mr. Schultz, second by Mr. Edelblut to authorize Superintendent to hire part-time laborer to read meters, hopefully during week of 10/28. Unanimously approved.

Mr. Edelblut moved, Mr. Condra seconded to authorize the water superintendent to hire outside contractor and equipment if Town refuses / declines a job. Unanimously approved.

Iannacci water line – contractors (CSSI) asked what's needed to lay line? Wetherbee asked who's responsible for re-paving driveways? – the contractor is, not the town and not the water commission. Due to the late date, it isn't likely that this project will be undertaken this year or money budgeted for materials spent.

Emery & Garrett report – review and approve the addendum ... Mr. Edelblut moved, Mr. Condra seconded, to conditionally approve the addendum upon insertion of "It is our opinion that this soil buffer is adequate to ensure the safety of the water table." in paragraph 2 of the addendum. Approved unanimously.

Discuss any other business to come before the Board.

Mr. Schultz reported on a meeting he attended in Milford regarding extending Wilton Water to Milford, bridging the gap from Pine Valley to the green bridge. (There is no water on Rte. 101 here.) He said that while the Wilton Water Commission supports the concept, it has no desire to connect to the Milford system nor to pay for it. Milford will send minutes from this meeting to Mr. Schultz.

Next meeting date: third Thursday of month, November 21st due to the Thanksgiving holiday.

There being no further business, the meeting adjourned at 8:35 PM.

Respectfully submitted,

Joanna K Eckstrom, Clerk
transcribed 10/28/13